



DEPARTMENT OF WATER RESOURCES EXAMINATION ANNOUNCEMENT



The Department of Water Resources offers Equal Opportunity for all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

It is an objective of the State of California to achieve a drug-free State workplace. Any applicant for State employment will be expected to behave in accordance with this objective because the use of illegal drugs is inconsistent with the law of the State, the rules governing civil service and the special trust placed in public servants.

This cancels and supercedes the bulletin issued on August 30, 2010. CHIEF OF UTILITY OPERATIONS, WATER RESOURCES DEPARTMENTAL PROMOTIONAL

FINAL FILING DATE	<p>April 8, 2011</p> <p>Application forms (STD 678 Rev. 6/2010) and Supplemental Application must be postmarked, submitted in person, or submitted online no later than the final filing date. Applications postmarked, personally delivered, or filed online after the final filing date will not be accepted for any reason. FAXED APPLICATIONS WILL NOT BE ACCEPTED.</p> <p>NOTE: If you have already submitted an application in response to the exam announcement released on August 30, 2010, you do not need to submit another application, however, YOU MUST still submit your responses to the revised Supplemental Application questions listed on the back of this announcement no later than the final filing date of April 8, 2011.</p>
WHO SHOULD APPLY	<p>Applicants must have a permanent civil service appointment with the Department of Water Resources as of the final filing date, April 8, 2011. or</p> <p>Must be a current or former employee of the Legislature for two or more years as defined in Government Code 18990; or must be a current or former non-elected exempt employee of the Executive Branch for two or more consecutive years as defined in Government Code 18992; or must be a person retired from the United States military, honorably discharged from active military duty with a service-connected disability, or honorably discharged from active duty as defined in Government Code 18991.</p>
HOW TO APPLY	<p>You must submit the Examination Application Form (Form STD 678 Rev. 6/2010) by the final filling date on the top of the bulletin.</p> <p>Submit the completed Examination Application Form by mail, in person, or online.</p> <p>❖ APPLY ON LINE:</p> <p>To access the electronic bulletin, go to http://jobs.ca.gov/CASPB/sup/BulPreview.asp?R1=115699&R2=00103208&R3=1WR25</p> <p>In order to access the electronic bulletin and apply on line: Click on the Apply Online link at the bottom of the bulletin. If you are a new user, you will need to create a profile. If you have already created a profile, click on the "registered previously" button and follow the instructions to submit an application.</p> <p>❖ MAILING ADDRESS: Department of Water Resources P.O. Box 942836 Sacramento, CA 94236-0001</p> <p>FILE IN PERSON: Department of Water Resources 1416 9th Street, Room 320 Sacramento, CA 95814</p> <p>DO NOT SEND APPLICATIONS TO THE STATE PERSONNEL BOARD OR DEPARTMENT OF WATER RESOURCES' FIELD OFFICES. Applications are available at Department of Water Resources' (DWR) offices, the DWR website: www.water.ca.gov/jobs/currentexams.cfm, local office of the Employment Development Department, the State Personnel Board (SPB), and the SPB website: www.jobs.ca.gov/jobs.</p>
IDENTIFICATION REQUIRED	Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.
SPECIAL TESTING ARRANGEMENTS	If you have a disability and need special testing arrangements, mark the appropriate box in Question 2 of the "Application for Examination". You will be contacted to make specific arrangements.
SALARY RANGE	\$10,820 - \$11,929
ELIGIBLE LIST INFORMATION	A departmental promotional eligible list will be established for the Department of Water Resources. The list will be abolished 12 months after it is established unless the needs of the service and conditions of the list warrant a change in this period.
EXAMINATION DATES	The entire examination will consist of a Supplemental Application.
REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION	<p>NOTE: All applicants must meet the minimum qualifications for this examination by the final filing date, April 8, 2011. Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I, "or" II, "or" III, etc. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirement.</p>
MINIMUM QUALIFICATIONS	<p>Either I</p> <p>One year in California state service performing duties of a class equivalent to Principal Engineer, Water Resources.</p> <p>Or II</p> <p>Two years in California state service performing duties of a class equivalent to Supervising Engineer, Water Resources.</p> <p>Or III</p> <p>Experience: Broad and extensive (more than five years) experience water and power utilities planning, management or operations involving the performance of increasingly complex duties, at least three years of which shall have been at a supervisory or administrative level equivalent to that of a Supervising Engineer, Water Resources, in California state service. and</p> <p>Education: Equivalent to graduation from college with major work in electrical or mechanical engineering. (Additional qualifying experience may be substituted for the required education on a year-or-year basis.)</p>
POSITION DESCRIPTION	<p>The Chief of Utility Operations, Water Resources, plans, organizes, and directs staff engaged in activities of the Department's utility maintenance and operation functions including coordinating the operations of the field activities of the State Water Project. Directs operation of the field divisions and coordinates with headquarters in the decisions regarding the operation and maintenance, repair and replacement of all machinery and equipment in the field, has direct contact with official visitors, and administers the maintenance and operation of all hydroelectric generating, pumping plants and water distribution facilities and auxiliary equipment in the Division of Operations and Maintenance.</p> <p>Positions exist Statewide with the Department of Water Resources.</p>

SEE REVERSE SIDE FOR ADDITIONAL INFORMATION

EXAMINATION INFORMATION	<p>This examination will consist of a Supplemental Application – Weighted 100.00%. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained.</p> <p>SUPPLEMENTAL APPLICATION – Weighted 100.00%</p> <p>Each applicant must complete and submit his/her responses to the Supplemental Questions according to the instructions listed below, by the final filing date of April 8, 2011. <u>Applications (STD 678) received without the Supplemental Application responses will be eliminated from the examination process.</u></p> <p><u>PLEASE NOTE:</u> If you have already submitted an application in response to the exam announcement released on August 30, 2010, you do not need to submit another application, however, <u>YOU MUST</u> still submit your response to the <u>revised</u> Supplemental Application questions listed below on this announcement no later than the final filing date of April 8, 2011.</p> <p><u>GUIDELINES FOR RESPONDING TO THE SUPPLEMENTAL QUESTIONS:</u></p> <p>When responding to the Supplemental Questions, please follow the guidelines below:</p> <ul style="list-style-type: none">• Your responses must be typewritten or generated by computer on 8½" x 11" paper.• Your responses must not exceed two (2) double spaced typed pages (12 point font).• Put the examination title and your EASY ID # at the top of each page (Please do not put your name).• Make sure your responses are complete, specific, clear and concise.• Each response will be independently evaluated; therefore, it is important that you provide a complete response to each question. <p>NOTE: Resumes, letters and other material WILL NOT be evaluated or considered as responses to the Supplemental Questions.</p> <p><u>SUPPLEMENTAL APPLICATION QUESTIONS</u></p> <p><u>Question #1</u> PLEASE DESCRIBE YOUR EXPERIENCE, EDUCATION, AND TRAINING THAT HAVE PREPARED YOU TO PERFORM THE DUTIES OF A CHIEF OF UTILITY OPERATIONS FOR THE DEPARTMENT OF WATER RESOURCES (DWR) AS LISTED ON THE EXAM ANNOUNCEMENT, UNDER “POSITION DESCRIPTION”. (PLEASE BE SPECIFIC)</p> <p><u>Question #2</u> PLEASE DESCRIBE YOUR EXPERIENCE IN THE PLANNING AND MANAGEMENT OF MAJOR PROJECTS. (PLEASE BE SPECIFIC)</p> <p><u>Question #3</u> PLEASE DESCRIBE YOUR EXPERIENCE REPRESENTING DWR ON SENSITIVE AND/OR CONTROVERSIAL MATTERS WITH OTHER AGENCIES AND STAKEHOLDERS. (PLEASE BE SPECIFIC)</p>
SCOPE OF EXAMINATION	<p>A. Knowledge of:</p> <ol style="list-style-type: none">1. Principles and practices of planning, management, and operation and maintenance of water and power utilities.2. Principles and methods of power marketing and purchasing power transmission and interchange associated with water resources development projects.3. Principles of power valuation.4. Safety practices.5. Laws and regulations associated with operation and maintenance of water and power utilities.6. Objectives, organization, policies, and strategic goals of the Department of Water Resources.7. Principles and practices of supervision.8. The Department's Equal Employment Opportunity Program objectives.9. A manager's role in the Equal Employment Opportunity Program and the processes available to meet these objectives. <p>B. Ability to:</p> <ol style="list-style-type: none">1. Plan, organize and direct work of a professional staff.2. Review and approve comprehensive reports and correspondence.3. Analyze situations accurately and take effective action.4. Make effective presentations to a broad audience.5. Effectively contribute to the Department's Equal Employment Opportunity Program objectives.
ADDITIONAL DESIRABLE QUALIFICATIONS	Possession of a valid certificate of registration as a professional engineer issued by the California State Board of Registration for Professional Engineers.
VETERANS PREFERENCE	Veterans Preference Credit is not granted in promotional examinations.

GENERAL INFORMATION

The Department of Water Resources reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

For any examination without a written feature it is the candidate's responsibility to contact the Recruitment and Selection Services Section of the Department of Water Resources, (916) 653-4838 three weeks after the final filing date if he/she has not received a progress notice.

Applications are available at Department of Water Resources' offices, local office of the Employment Development Department, the State Personnel Board, and the SPB web site: www.spb.ca.gov.

If you meet the requirements stated on the reverse, you may take this examination, which is competitive. Possession of the entrance requirement does not assure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

General Qualifications: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgment, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the classification.

Examination Locations: When a written test is part of the examination, it will be given in such places in California as the number of candidates and conditions warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

If a candidate's notice of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Eligible Lists: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate lists in order of final test scores (except as modified by veterans preference credits) regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

Promotional Examinations Only: Competition is limited to employees who have a permanent civil service appointment. Under certain circumstances other employees may be allowed to compete under provisions of Rules 234, 235 and 235.2. State Personnel Board Rules 233, 234, 235, 235.2 and 237 contain provisions regarding civil service status and eligibility for promotional examinations. These rules may be reviewed at departmental personnel offices or at the Information Counter of State Personnel Board offices.

Devices for Communications Impairment
TDD is Telecommunications Device for the Deaf and is reachable only from phones equipped with a TDD Device. TDD: (916) 653-1804; California Relay Service: 1-800-735-2929 (TDD); 1-800-735-2922 (Voice)

For information regarding this examination, please contact Fariba Shahmirzadi at (916) 653-7807.

FS (Rev. 3/11)

(FS)